

**Library Board of Trustees Meeting
May 20, 2020**

The Knoxville Public Library Board of Trustees met on Wednesday, May 20, 2020 at 10:00 a.m. Members present were Bob Leonard, Jean McKay, Pat Wilson, Mary Lane, Harv Sprafka, Lindsey Carlson, and Scott Ziller. Hannah VanderVeer and Kevin Stittsworth from the Chamber joined on-line.

The meeting was called to order by Pat Wilson. Hannah and Kevin were invited to speak regarding the Chamber's request to waive rent at the Gebhardt house. Scott Ziller moved, seconded by Bob Leonard to allow a waiver on the June and July rent with a re-assessment later. Motion passed.

Jean McKay moved, Lindsey Carlson seconded to approve the minutes of the April 15, 2020 meeting as mailed. Motion passed unanimously. Mary Lane moved, seconded by Harv Sprafka to approve the minutes of the special meeting on April 29, 2020 as mailed. Motion passed. Mary Lane moved, seconded by Scott Ziller to approve the minutes of the special meeting on May 7, 2020 as mailed. Motion passed.

There was no correspondence.

Roslin gave the librarian's report for April 2020. Statistics will be different due to the closure for the month. Curbside pickup started late April. Circulation numbers reflect the closure with little circulation of physical items but more of electronic items since the library is promoting those resources more. 1,850 printed items, 1,296 non-print or downloadable items, and 218 other materials were checked out. Programming is all on-line as librarians get creative dealing with the pandemic. Partnerships with organizations such as PBS and publishers make virtual programming possible. Heather Libby, the adult services, is reading aloud over the local radio station KNIA/KRLS every week to reach a different audience. Story time, DIY sessions, and Book Club are on-line. The Summer Library Program will all be on-line with no gatherings of more than 10 planned.

The library will re-open on June 1 with adjusted hours and services. Increased hygiene practices such as sneeze guards, masks, and gloves are in place to protect the staff and public. Masks are available at the desk to encourage the public to wear them in the building. Roslin reported that the roof has indicated several leaking places. The contractor has been informed and responded. Roslin will continue to monitor. The plumbers have been called regarding the broken water heater pump. The mural is in its early stages and should be completed by June 30, 2020.

Under Media Strategy Plan, the library will advertise upcoming events in the usual media channels, especially social media. The Knoxville Journal-Express and Pella Chronicle have merged with the Oskaloosa Herald and the board discussed the importance of local coverage that is accurate and fair.

Harv Sprafka moved, Mary Lane seconded that the financial report for April be approved. Motion was unanimous. Mary Lane moved, seconded by Lindsey Carlson that the city trust report be approved. Motion passed unanimously. Jean McKay moved, Mary Lane seconded the approval for payment of bills for May. Motion passed unanimously, and a copy is attached to the minutes.

There being no further business, the meeting was adjourned. The next regular meeting will be held Wednesday, June 17, 2020 at 10:00 a.m. at the Knoxville Public Library.

Roslin Thompson, secretary